



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, May 2, 2017

5:00 PM

Council Chamber

PRE-MEETING WORK SESSION(S)

4:00 - 5:00 P.M. The City Council met in open work session to receive agenda item briefings from staff. No action was taken. Council Conference Room, 2nd floor, City Hall.

I. CALL TO ORDER

Rollcall

Present: 5 - Mayor Olin Lane, Councilmember Taylor Armstrong, Mayor Pro Tem Dawn Moore, Councilmember Randy Biddle and Councilmember Gage Prichard

- A. INVOCATION: Mayor Olin Lane, Jr.
- B. PLEDGE OF ALLEGIANCE: Mayor Olin Lane, Jr.
- C. INTRODUCTION OF COUNCIL: Mayor Olin Lane, Jr.
- D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included Community Information Officer Steve Mace, Director of Information Services Dale Harwell, Police Captain Jim Savage, Communications Specialist/Deputy City Secretary Amanda Hartwick, City Secretary Christine Green, Director of Public Works Jacob Speer, Fire Chief Randy Howell, Community Development Director Patrick Baugh, Director of Human Resources Alicia Dorsey, Director of Finance Tom Tvardzik, Purchasing Manager Elizabeth Anderson, Library Director Sharon Martin, Director of Parks Gerry Bradley, and Director of Organizational Development Lea Dunn.

II. AWARDS AND RECOGNITION

None

III. CONSENT AGENDA

[17-60](#)

Consider approval of a resolution adopting Fee Schedule changes related to the lending activities of the Library.

City Manager Corder said that this resolution adds late fees (\$2 per day) and damage (\$7) and replacement fees (\$160) to the City's fee schedule for the Library's 13 new LaunchPads. These are tablet-based electronic devices that are pre-loaded with educational content. To lend these devices to library patrons and insure their timely return in working condition, it is necessary to establish overdue fees as well as replacement and repair costs.

This resolution was approved.

Enactment No: RES No. 17-005

[17-62](#)

Consider approval of final payment to Rebcon, Inc. for Project 49700, McFarlin Bridge

City Manager Corder said that staff is recommending that the Council remove this item from the agenda as the payment amount is still being negotiated.

This final payment approval was postponed at staff's request.

[17-63](#)

Consider canceling the July 4 City Council meeting.

The July 4 City Council meeting was canceled.

[17-61](#)

Consider approval of the minutes of the April 18, 2017 City Council meeting, with or without corrections.

The minutes were approved.

Approval of the Consent Agenda

A motion was made by Councilmember Taylor Armstrong, seconded by Councilmember Randy Biddle, to approve the Consent Agenda with the exception of item number 17-62, the final payment to Rebcon. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

IV. MAIN AGENDA

[17-58](#)

Consider approval of a contract with the David McCaskill Design Group for architectural re-design of the John Roach Track.

Director of Parks and Recreation Gerry Bradley gave a presentation about the John Roach Track at Germany Park. He said that the track was last replaced in 2006 and that the track is now in an advanced state of deterioration. He said that staff received three responses to an RFP for an architect to perform track design and conduct inspections throughout construction. Committee members from University Park, HPISD and Highland Park selected David McCaskill Design Group as the most qualified respondent and negotiated a design proposal in the amount of \$39,500. Gerry explained that the reason for using an architect for this project was that he would be able to present the plans to the other two entities (HP and HPISD) for their financial consideration.

Gerry said that the ideal schedule is to proceed with the David McCaskill architectural contract and then begin construction in October 2017 to be ready in time for the 2018 spring track season. Staff will present the final estimate for the track construction costs to the City Council in June 2017.

A motion was made by Councilmember Randy Biddle, seconded by Councilmember Taylor Armstrong, to approve this contract. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

[17-59](#)

Consider approval of a contract for an Integrated Library System.

Library Director Sharon Martin gave a presentation. She explained that an Integrated Library System (ILS) is the software that runs the library catalog, tracks orders, and manages patron accounts. She said that the current ILS contract will expire in October. Staff issued an RFP in January and received four responses. Purchasing Manager Elizabeth Anderson said that staff recommends the award of this contract to SirsiDynix. The initial year of service would cost \$63,286, including one-time implementation costs. The total cost over five years would be \$182,390. This is a five (5) year contract with five (5) optional annual renewals.

Councilmember Prichard asked if the add-on programs with the new ILS will be easier to add-on and with less cost. Sharon had earlier noted that the current program is difficult and costly to modify. She said "yes", add-ons will be easier to administer.

Sharon said that this selection was approved by the Library Governance Committee.

A motion was made by Mayor Pro Tem Moore, seconded by Councilmember Prichard, that this contract be approved. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

[17-65](#)

Consider agreement with Carroll Pruitt, Pruitt Consulting for construction plan review professional services.

City Manager Corder said that the City has successfully used Carroll Pruitt for plan review services for large projects in the past. Due to the number of large scope projects such as the HPUMC Family Center, the SPC Hillcrest Park Plaza Development and the numerous HPISD school campus bond funded projects, such supplemental review services will be necessary. The permit fees more than cover the costs of this professional service. The total plan review of the referenced projects will likely cost \$40,000.

Staff recommends executing an agreement with Pruitt Consulting in an amount not to exceed \$50,000.

A motion was made by Councilmember Armstrong, seconded by Mayor Pro Tem Moore, that this agreement be approved. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT